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Library Trustees Minutes 10-11-2000

October 11, 2000

Call to order

Chairman Patricia Deal called the meeting to order at 7:35 PM. Attending were trustees David Castiglioni, Barbara Muldoon, Joyce Radochia and Susan Ruderman and the library director, Maryellen Loud. Trustee Katharine Lawrence was absent.

Approval of minutes

The minutes of the September 12th meeting were approved as written.

Communications

The board reviewed Ms. Loud's September 21 memo about changes in the Reading is Fundamental (RIF) program in which the library has participated for 20 years. Ms. Loud said that Robbins would have a very difficult time adhering to the new rule requiring that a participating library distribute books three times a year to the same children. Although some of the trustees had thought that we should forego participation in the RIF program, Ms. Deal had suggested to Ms. Loud that books be distributed through the schools. The schools have agreed to do this and will distribute books purchased with library trust funds and matching RIF funds to all fifth graders. This will cost about \$500, less than in previous years. The program will be re-evaluated at the end of the year. The board discussed whether fifth grade was too late to hook children into reading and using library resources. In the discussion about different ways of reaching out to school children, Ms. Loud said that Robbins does outreach into the school community, including visits to schools.

Osee Mallio's report on the Young Adult Summer Reading Program broke down enrollment figures by grade and by school, which indicated that the best support came from sixth and seventh graders.

Community time

No members of the community were present at the meeting.

Author program

On Sunday, October 29 Rosemary Herbert, author and columnist for the Boston Herald, will serve as moderator for a panel of three mystery writers, Dennis Lehane, Katherine Hall Page and John Sedgwick.

Trustees discussed some of the final details for the program. Ms. Deal noted that there are 175 people who have come to previous author programs. She will call Mark from MediaOne to see if any intern is interested in videotaping the program.

Fundraising

Ms. Ruderman submitted a letter directed at Arlington business owners to the board for its consideration, along with a recommendation that we solicit businesses by the end of November. It was also her recommendation that if we plan to send an annual request to individuals that we also send a letter to all the people on last year's list. Expressing concern over the heavy impact on the Robbins staff of the administrative tasks involved in this fundraising effort, all the trustees discussed the subject at length. Some of the questions raised and considered concerned timing and scope of the solicitation, the kind and amount of help needed to handle administrative details, and the pros and cons of mounting a business-only campaign versus an individuals-only campaign. The board agreed to pay for temporary help to assist with the project.

FY2002 budget preparation

At the start of the budget preparation process Ms. Loud would like to receive input from the trustees about their priorities. High on many library patrons' wish-lists are Saturday hours in the summer. Ms. Loud said that 70% of libraries in the Minuteman Library Network are open part or all of Saturday in the summer. Many of our neighbors are open, including Belmont, Cambridge, Lexington, Watertown and Woburn. Ms. Loud will provide the board with the cost of summer Saturday openings at the next board meeting. A possible funding source might be State Aid.

Russel Fund revised budget

After being informed that the money allocated for spending from the Russell fund for this fiscal year had been increased from \$30,000 to \$46,000, Children's Services and Young Adult staff submitted their revised budget recommendations to the library trustees for their consideration. The board agreed to their recommendations, except for \$3,100 in special purchases. The board also agreed to give the Russell Fund Coordinator a salary increase, pending the recommended rate from the Personnel Director.

Director's report

The board reviewed the September Director's report

Other

Ms. Ruderman gave the board an update on the creation of a new library logo. Trustees also looked at sample variations of the proposed logo.

Adjournment

The next meeting will be on November 14, 2000 at 7:30 PM. At 9:40 PM, the board moved to adjourn.

Respectfully submitted,

Joyce Radochia

